

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
OVERSIGHT COMMITTEE

February 27, 2006

MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CALIFORNIA



**MEETING MINUTES**

Members Present:

- Ray Hirsch
- Lori Lopin
- Don Wilhelm
- Barbara George
- Gina Feiner
- Allan Bortel
- Bob Burton
- Sue Beittel (alt.)
- Bill Petrocelli (alt.)
- Annan Paterson (alt.)

Staff Members Present: Craig Tackabery, Marin County Assistant Public Works Director  
Mary Klingensmith, Nolte Associates

*Lori Lopin called the Oversight Committee Meeting to order at 5:03 p.m.*

**1. Introductions**

Committee members and staff did self-introductions.

**2. Approval of Minutes of December 5, 2005 Meeting (Action)**

***Don Wilhelm moved, and Ray Hirsch seconded, to approve the minutes of the December 5, 2005 meeting. Approved unanimously.***

**3. Committee Member Reports**

Commission Activities – Don Wilhelm reported on the status of several items from the TAM Commission meeting, with additional clarification provided by Craig Tackabery:

- a) Hwy 101 Gap Closure Segment 3 bid issue – contract award delayed due to bid protest.
- b) Hwy 101 Bike Path – ongoing discussions with Caltrans and other stakeholders regarding the possibility of design exceptions. There is not enough room to fully meet standard width requirements for lanes, shoulders, and SMART clearance requirements, and still accommodate the path.
- c) Hwy 101 Sound Wall – still working to compile information on sound absorption, but only limited data is available. There is also an issue on the east side with regards to the potential for sound to be reflected up into residential areas.
- d) Crossing Guards – TAM will be releasing an RFP for a firm to manage the crossing guards program.

Marin County Transit District (MCTD) Activities – Don Wilhelm reported that MCTD has released the draft Short Range Transit Plan (S RTP). Reactions have been positive, but attendance at public meetings has been low. Key issues in the review of the S RTP have been

the Plan's assumptions concerning the following: 1) a potential \$6 M bond; 2) fare box recovery estimates; and 3) bus acquisitions. Don also noted that MCTD is staffing up with new positions. Technical Advisory Committee (TAC) Activities – Gina Feiner reported on two ongoing efforts by the TAC:

- a) The TAC has established criteria for Strategy 3.1 (Major Roads) and is in the process of tabulating results based on those criteria.
- b) For the crossing guard program, the TAC has identified thirty-nine (39) intersections to-date based on responses to the first survey, to which TAM received only limited response. The intersections submitted for consideration were evaluated using Caltrans criteria. A second survey has been issued, and the goal is to roll out the program in the fall with guards in place at approximately 60 intersections. Lori noted that schools that have guards already in place have requested that existing guards be incorporated into the program in some fashion, possibly through being hired by the management firm.

Executive Committee Activities – Sue Beittel reported that TAM is considering new office space in San Rafael. Craig explained that TAM is negotiating with the building owner. Even if negotiations are successful, the timing for the move could still be several months away, possibly in July. Sue also noted that the Committee discussed additional TAM staff positions.

Cal-Park Hill Tunnel Meetings – Bob Burton reported that he had recently attended two Cal-Park meetings. The first, a public meeting, generated mainly positive comments and support for the project. The second, a Larkspur City Council meeting, had a strong local bias from Council members, despite the fact that this is a regional project. Bob noted that he and others took the opportunity to speak in favor of the project and urge the Council to adopt a regional perspective.

#### **4. Citizens' Oversight Committee Annual Report (Discussion)**

Committee members discussed the draft report content included in the Agenda package at length, making specific recommendations on both content and order of presentation. As the discussion progressed, there was general consensus that the presentation of a full report on FY 2004/2005 did not seem appropriate since TAM received its first payment of the half-cent sales tax in June 2005, immediately prior to the fiscal year end. Following further discussion, Committee members determined that the best approach would be to issue the report as a letter, not to exceed two pages, presenting the FY2004/2005 financial information. The Committee asked staff to take the comments provided from the discussion and draft the letter for review at the next Oversight Committee meeting. Release of the final report will be dependent upon completion of the FY2004/2005 audit.

#### **5. Measure A Expenditure Summary (Discussion)**

Mary Klingensmith distributed summary reports of Measure A Revenues and Expenditures through December 31, 2005. The Committee and staff discussed the procedures used to track Measure A transactions and the relationship between the monitoring procedures and the County's accounting system. Committee members expressed specific interest in the use of the Program Management and Oversight (PMO) team, the allocation of administrative costs as provided for in the Expenditure Plan, and the impacts of the advance to MCTD and the loan from the County. It was determined that the financial reports will be distributed with the agenda packet for future meetings.

#### **6. Open Time for Public Input**

The next Oversight Committee meeting is scheduled for March 20, 2006.

*Bob Burton moved to adjourn the meeting at 6:45 p.m.*